

DC Labor-Management Partnership Council
2006 Partnership Awards Application Form
(Use one form for each Awards Category and each project)

Partnership Name: _____

Contact Person/Title: _____

Phone Number: _____ **E-Mail Address** _____

Partnership Co-Chairs: _____

Partnership Members: (Please attach list of members and a group picture)

Award Category (Underline or circle one):

I. Pothole Award II. Advancement Award III. Innovation Award IV. Most Valuable Partner

Project Name: _____

Project Description: On a separate page(s), please describe your project and the information listed below. The description should include the following details specific to your award category. You should also attach any documentation necessary to clearly support your outcomes (e.g. feedback, customer service survey data, and other information). Your partnership's project submitted for award consideration must have been implemented during FY 2006.

I. The Pothole Award

This is recognized as the project of the year. It encompasses significant customer service, teamwork, and problem-solving accomplishments. It also demonstrates a strong commitment to analyzing problems and developing viable solutions for improving customer service delivery, the workplace environment, operational efficiency and potential cost savings.

Section A

- Project goals and summary
- Alignment with agency's mission (describe or attach copy of mission statement, strategic business plan and key performance measures)

Section B

- Description of the project current status and actions taken to implement the project
- Defining the customer service impact, and operational efficiency improvements achieved
- Description of management/labor teamwork
- Explanation of the key elements of the problem-solving effort (including any unique, unusual or innovative aspects, if applicable)
- Please detail the customer service results and benefits, including key success factors and lessons learned from a real-world applications (show before and after results by using narrative, charts or graphs, if available), and implementation dates

II. Advancement Award (NEW!)

This award recognizes partnerships that overcame real challenges and obstacles, and was subsequently able to move the partnership forward through persistence, hard work and collaboration:

- Outline the partnership disputes and leadership challenges that prevented it from moving forward and collaborating. State how the obstacles were resolved and overcome
- Cite specific examples of how challenges were overcome
- Cite benefits of the changes and ways they assisted the partnership and/or members in moving forward
- As a result of partnership advances, describe how the partnership is now functioning compared to the past (list any new projects started or completed, if applicable)

III. Innovation Award (NEW!)

Innovation can be defined as creativity, originality, thinking outside the box, and non-traditional approaches. This award is for the partnership that used an innovative method beyond normal or traditional approaches to develop or implement a project.

Section A

- Project goals and summary
- Alignment with the agency's mission (describe or attach mission statement, strategic business plan and key performance measures)

Section B

- Description of problems which the project addresses and the specific innovation(s) used
- Description of how the innovation was derived
- Most significant achievement(s) of the program

IV. Most Valuable Partner – MVP (NEW!)

This award recognizes an individual partnership member who is invaluable to that partnership. He/she is supportive, enthusiastic, and has a positive impact on the partnership by keeping members working together regardless of obstacles. Without this person's involvement, the partnership would not have achieved the success that it has attained. The MVP may not be the most vocal partnership member, but through his/her unselfish devotion to the partnership process the partnership is able to achieve its goals and objectives.

- Description of methods in which the partnership member has gone above the call of duty in their partnership role
- Explanation of how the member has added value to the partnership and his/her impact on the group
- Description of how the individual keeps the partnership moving forward, engages members, and brings enthusiasm and balance to the group
- Citation of specific examples of situations where the partnership may have floundered without the member's involvement, intervention and personality strengths.

Co-Chair Certification

Both Labor and Management Co-Chairs must sign the application. By signing this partnership application form, the partnership Co-Chairs certify that:

The partnership is a functioning partnership (i.e. has labor and management representation, meets regularly); and the information contained in the application and supporting documentation is true and accurate.

Labor Co-Chair, Date

Management Co-Chair, Date

****Completed applications are due by 5:00 pm August 1, 2006 at:**

Office of Labor-Management Programs
Attn: Aurelia Ridley
John A. Wilson Building
1350 Pennsylvania Avenue, NW
Suite 324
Washington, DC 20004

For additional information, call the office at (202) 727-4999.